

Classification

Approved For Release 2006/11/13 : CIA-RDP75-00399R000100090166-5

REPORTS INVENTORY

PREPARE IN DUPLICATE

CONTROL NO.

DPS/BC 002

1. TITLE OF REPORT (if a fill-in report include Form No.)

Cryptographic Equipment Monetary Report

2. TYPE OF REPORT

☒ STATISTICAL
☐ NARRATIVE
☐ MACHINE-NAME LISTING

3. FUNCTIONAL AREA

PERSONNEL

TRAINING

ADMIN. GENERAL

LOGISTICS

SECURITY

OTHER (specify)

MEDICAL

FINANCE

☒ COMMUNICATIONS

4. NO. OF COPIES PREPARED

5

5. FREQUENCY (weekly, monthly, quarterly, etc.)

Quarterly

6. DISTRIBUTION (No. of components, not number of copies)

4

7. FORMAT (memorandum, form, computer print-out, etc.)

Memo & Computer Print

8. ADP PROCESSING

☒

YES

IF YES GIVE ADP PROCESSING NO.

☐

NO

Processed Internally

9. DIRECTIVE AUTHORITY REQUIRING REPORT

Director of Finance memo dated 9 December 1966

10. PREPARING COMPONENT (include lowest level contributing information to report)

OC-CS/CAB

11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)

12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	<input checked="" type="checkbox"/>	HOURS PER REPORT	=	COST PER REPORT	<input checked="" type="checkbox"/>	TIMES PREPARED	=	COST PER YEAR
GS-7-3	\$4.15		40		\$166.00		4		\$664.00
GS-13	\$8.86		2		\$ 17.72		4		\$ 70.88
<i>168</i>									
<i>\$ 134.88</i>									

B. COSTS OF COMPUTER PRODUCED REPORTS

	\$62.00		4		\$248.00		4		\$992.00
<i>16</i>									

TOTAL COSTS PER YEAR

\$1,726.88

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

Financial accountability for cryptographic material was transferred from the Office of Logistics (PIU Acct. 7900) to the Office of Communications (PIU Acct. 179) in September 1964. Director of Finance memo, dated 5 Nov. 1964, w/attachments outlined financial accounting procedures for cryptographic material "on hand/in use" at end of each reporting quarter.